

**SHARE**

State Health Alliance FOR Records Exchange

# **VIRTUAL HEALTH RECORD (VHR) MANUAL**

## **A User Guide for the SHARE Online Portal**

Version 1.0, November 2013

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## What is the SHARE Virtual Health Record?

The SHARE Virtual Health Record (VHR) is a secure, online portal that retrieves and shows all available health data for a patient that has been gathered from all participating SHARE providers. It provides a single, consolidated view of a patient's health history at the point of care, enabling more accurate diagnoses, faster and more effective treatment and better outcomes for patients. You can access the VHR from anywhere with an Internet connection and the Internet Explorer browser. The VHR displays information as a traditional clinical chart, with tabs to separate patient information into groups for easy chart review.

## Logging into SHARE

There are different ways you can login to SHARE. You may have an icon on your desktop or you can go directly through Internet Explorer with the URL <https://share.axolotl.com>. Check with your project champion if you are unsure of how to access the system.

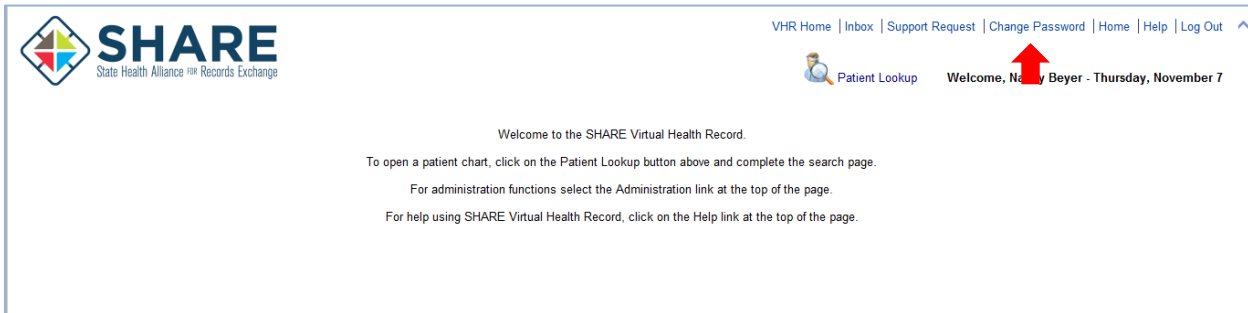
**Step 1:** Click the "Login" button.



**Step 2:** Enter your User Name and Password, and click Log On.

**Step 3:** The first time you log into SHARE, you will be prompted to read the SHARE Confidentiality Agreement. Clicking “I do not accept” will take you back to the login page. Click “I accept” and this will take you to the VHR Home Page.

**Step 4:** If you are a first time user, you will need to change your password. The following steps describe the process for changing your password at any time. Simply log into the system as stated in steps 1-3. Once logged in, click on the “change password” icon in the top right hand corner.



The screenshot shows the SHARE VHR Home Page. At the top left is the SHARE logo. To the right is a navigation bar with links: VHR Home | Inbox | Support Request | Change Password | Home | Help | Log Out. Below the navigation bar is a user greeting: "Welcome, Nancy Beyer - Thursday, November 7". A red arrow points to the "Change Password" link in the navigation bar. The main content area contains a welcome message and instructions: "Welcome to the SHARE Virtual Health Record. To open a patient chart, click on the Patient Lookup button above and complete the search page. For administration functions select the Administration link at the top of the page. For help using SHARE Virtual Health Record, click on the Help link at the top of the page."

Re-enter the login information and the new password. Be sure to confirm the new password. Then click “Set Password.” The screen will automatically revert back to the main login screen.

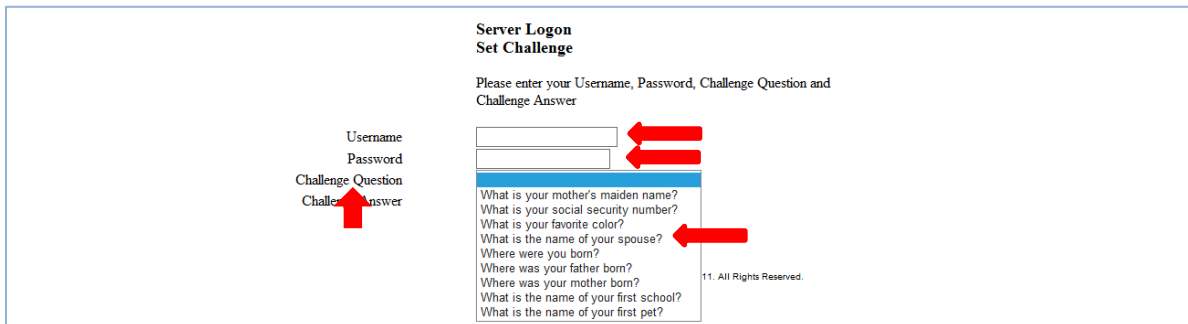


The screenshot shows the SHARE Server Logon Set Password screen. At the top is the SHARE logo. Below it is the text "Server Logon Set Password". A prompt says "Please enter your Username, Password and New Password". There are four input fields: Username, Password, New Password, and Confirm Password. A "Set Password" button is at the bottom. The footer contains the text "©PistolStar Inc. 2001-2011. All Rights Reserved."

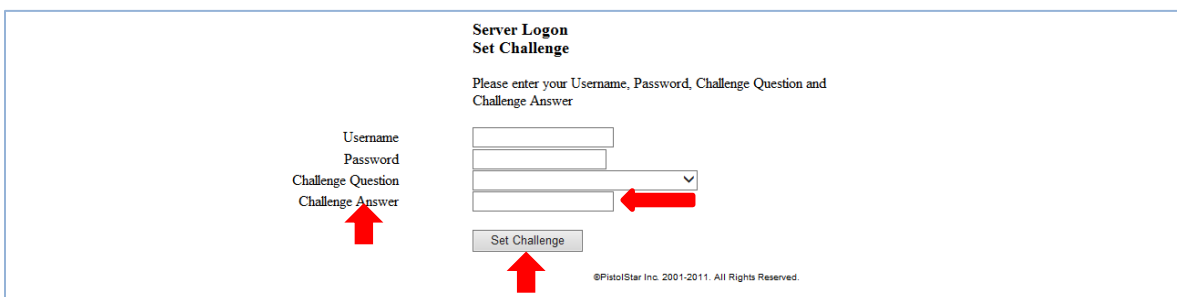
**Step 5: Challenge Questions.** Prior to logging into the VHR site, click on the link “Set Challenge questions and answers here.”

here.' and 'Set Challenge question & answer [here](#).' A red arrow points to the 'Set Challenge question & answer here' link." data-bbox="153 154 840 427"/>

Type in your current username and password. Then choose a question from the drop down menu to set the challenge question.

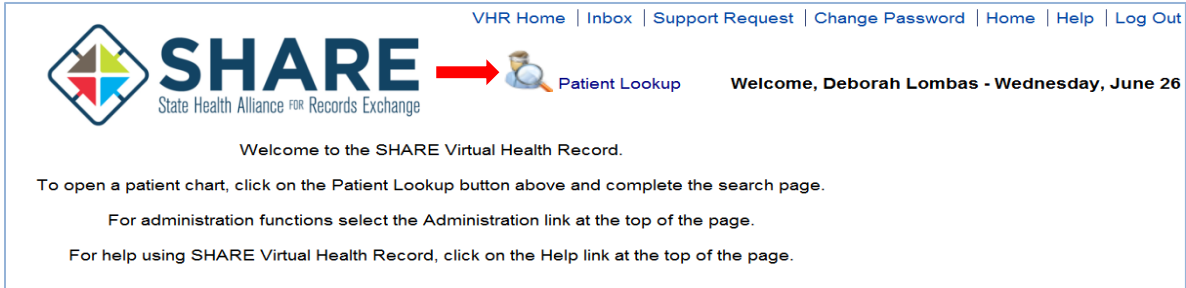


Once you have chosen a challenge question, enter your answer and then click “Set Challenge.” This will switch the screen back to the Main page once you are logged into SHARE.



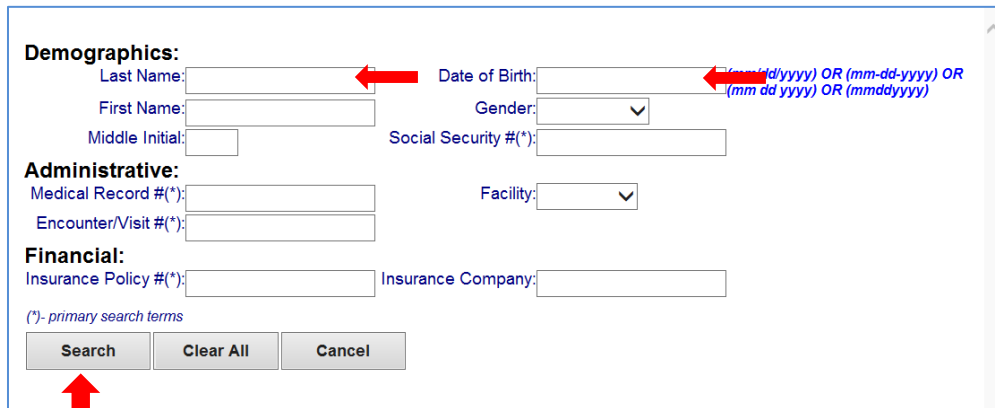
## Finding a Patient

**Step 1:** Click the “Patient Lookup” icon:



**Note:** SHARE allows a user to search for a particular person in a variety of ways. You may search by Medical Record Number, Encounter Visit Number, Insurance Policy Number, or by Last Name, Date of Birth, and First Name.

**Step 2:** Enter patient’s last name and Date of Birth, then click “Search.”



## Consent to Access

When accessing the VHR, you must agree to the Usage Terms and Conditions to access the patient's medical information. Once the search button is pressed, the "Consent to Access" screen appears and you must agree to the terms of agreement set by SHARE. If you "Decline" the "Usage Terms and Conditions," then click "continue," you will be returned to the Home Page.

**Step 1:** Click the radio button to "Accept" the "Usage Terms and Conditions."

**Step 2:** Click "Continue" to view the patient's medical information.

**ACCESS RESTRICTED BEYOND THIS POINT**

Name: **PATIENT, TEST113** Age: **14 Months** Born: **23-Apr-2012** Sex: **M** Elysium ID: **000582211132**

**Consent to Access** Yes

☐ Testing

**Usage Terms and Conditions**  
I am currently treating this patient, and accept the terms of SHARE participation.

☒ **Accept** Usage Terms and Conditions  
☐ **Decline** Usage Terms and Conditions

A patient may choose to Opt-Out of SHARE, thus NOT allowing their information to flow to the VHR. If you are searching for a patient who has opted out, when you press the "Search" button you will see a "ACCESS RESTRICTED BEYOND THIS POINT" screen with the "Consent to Access" set to "Emergency." You cannot view this patient's medical information. The only option is to click "OK." This will return you to the home page.

If you have been assigned a "Primary Clinical Role," you may "break the glass" by clicking the radio button next to "This is a patient emergency situation and I require emergency access." You must also agree to the Usage Terms and Conditions and click "Continue."

**ACCESS RESTRICTED BEYOND THIS POINT**

Name: **PATIENT, TEST111** Age: **14 Months** Born: **22-Apr-2012** Sex: **M** Elysium ID: **000582221131**

**Consent to Access** Emergency

You can't change current consent status. Please contact system administrator to obtain permission for patient consent status update.

**Specify One-time Access Reason**  
In the event of an emergency, access to PHI is permitted with limited patient consent. Access to PHI for patients who have not provided their signed consent is prohibited.

☒ This is a patient emergency situation and I require emergency access  
☐ This is a public health emergency situation and I require emergency access

**Usage Terms and Conditions**  
I am currently treating this patient, and accept the terms of SHARE participation.

☒ **Accept** Usage Terms and Conditions  
☐ **Decline** Usage Terms and Conditions

## Navigating through the Patient's Chart

This section contains instructions for navigating through the various tabs included in each patient's chart. These tabs include:

1. Summary
2. Cumulative Lab
3. Lab
4. Radiology
5. Reports
6. ADT
7. Patient Information

### Summary Tab

The system opens the patient's chart in the "Summary Tab". The "Summary Tab" displays up to the last 5 reports for "Lab", "Radiology", "Reports", "ADT" and "Cumulative Labs." If there are no reports to be retrieved, the system will display a message, "No results matched your search."

**PATIENT, TEST112 - 04/24/2012 M** Visit:  Facility:  From: 5/1/2000 To: 6/26/2013

**Lab**

<input type="checkbox"/>			5/17/2013 5:50:42 PM	Comp Metab Panel	O Protocol
<input type="checkbox"/>			5/17/2013 2:20:00 PM	Comp Metab Panel	O Protocol
<input type="checkbox"/>			4/23/2013 8:42:00 AM	TOTAL PROTEIN, 24H URINE	R Miller
<input type="checkbox"/>			4/23/2013 8:42:00 AM	TOTAL PROTEIN, 24H URINE	R Miller
<input type="checkbox"/>			4/23/2013 8:42:00 AM	TOTAL PROTEIN, 24H URINE	R Miller

**Radiology**

<input type="checkbox"/>	5/17/2013 11:03:27 AM	CT CHEST W AND WO CONTRAS...
<input type="checkbox"/>	5/17/2013 9:22:31 AM	ESOPHAGUS-ROUTINE
<input type="checkbox"/>	4/12/2013 10:50:10 AM	CHEST-PA AND LAT

**Reports**

<input type="checkbox"/>		4/10/2013 11:44:00 AM	HISTORY AND PHYSICAL
--------------------------	--	-----------------------	----------------------

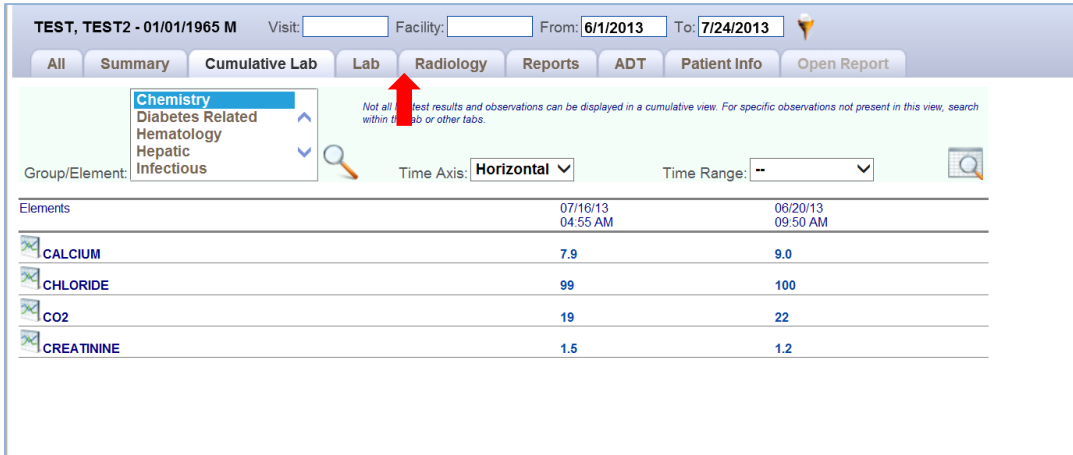
**ADT**

<input type="checkbox"/>	4/23/2013 8:31:27 AM	Discharge/end visit	L Maynard
--------------------------	----------------------	---------------------	-----------



## Cumulative Lab

**Step 1:** Click the “Cumulative Lab” tab. This tab displays the labs for the patient by the selected category.



TEST, TEST2 - 01/01/1965 M Visit: Facility: From: 6/1/2013 To: 7/24/2013

All Summary Cumulative Lab Lab Radiology Reports ADT Patient Info Open Report

Group/Element: Chemistry Diabetes Related Hematology Hepatic Infectious

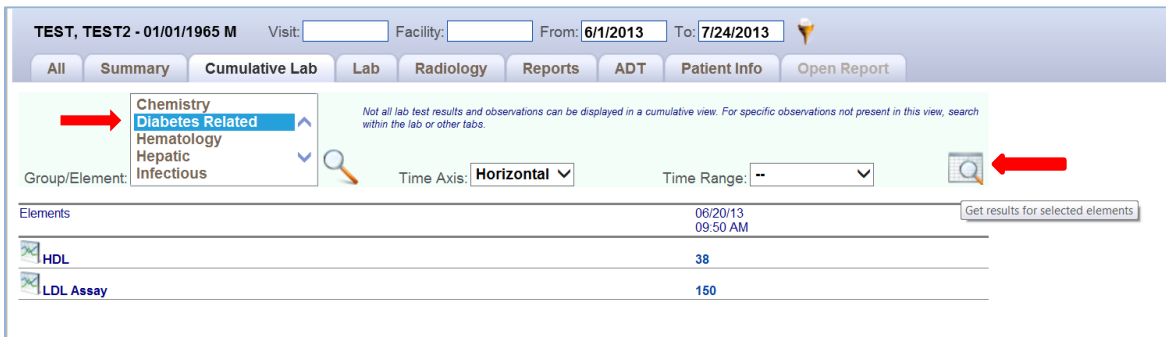
Time Axis: Horizontal Time Range: --

Elements	07/16/13 04:55 AM	06/20/13 09:50 AM
CALCIUM	7.9	9.0
CHLORIDE	99	100
CO2	19	22
CREATININE	1.5	1.2

Clicking on each category will display that set of labs.

**Step 1:** For example, click “Diabetes Related” in the Group/Element field.

**Step 2:** Click the “Get results”  icon on the right side of the screen.



TEST, TEST2 - 01/01/1965 M Visit: Facility: From: 6/1/2013 To: 7/24/2013

All Summary Cumulative Lab Lab Radiology Reports ADT Patient Info Open Report

Group/Element: Chemistry Diabetes Related Hematology Hepatic Infectious

Time Axis: Horizontal Time Range: --

Elements	06/20/13 09:50 AM
HDL	38
LDL Assay	150

Get results for selected elements

### Vertical / Horizontal View

If a user wishes to view the labs in a vertical view, instead of horizontal, the VHR has the ability to allow the user to change the view.

**Step 1:** Click the down arrow next to the “Time Axis” field. Select “Vertical”.

**Step 2:** Click the “Get results for selected elements”  icon.

TEST, TEST2 - 01/01/1965 M Visit:  Facility:  From: 6/1/2013 To: 7/24/2013

Group/Element: 
 

Chemistry  
 Diabetes Related  
 Hematology  
 Hepatic  
 Infectious

 Time Axis: Vertical Time Range: --

Elements: HDL LDL Assay  
 06/20/13 09:50 AM 38 150

### Cumulative Lab Time Range

**Step 1:** The number of results can be filtered by time. Click the down arrow next to the “Time Range”.

**Step 2:** Select All.

**Step 3:** Click the “Get results from selected elements” icon

TEST, TEST2 - 01/01/1965 M Visit:  Facility:  From: 6/1/2013 To: 7/24/2013

Group/Element: 
 

Chemistry  
 Diabetes Related  
 Hematology  
 Hepatic  
 Infectious

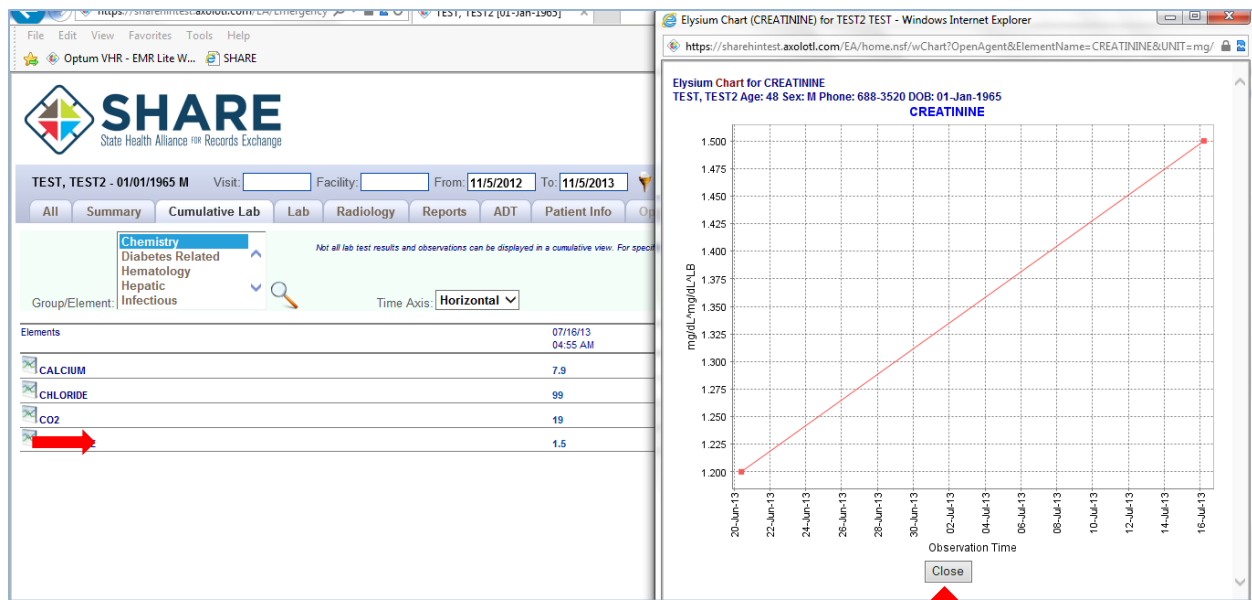
 Time Axis: Horizontal Time Range: --

Elements: 07/16/13 04:55 AM  
 CALCIUM 7.9  
 CHLORIDE 99  
 CO2 19 22  
 CREATININE 1.5 1.2

### Cumulative Lab Graph


SHARE VHR also allows you to view cumulative lab results in a graph format.

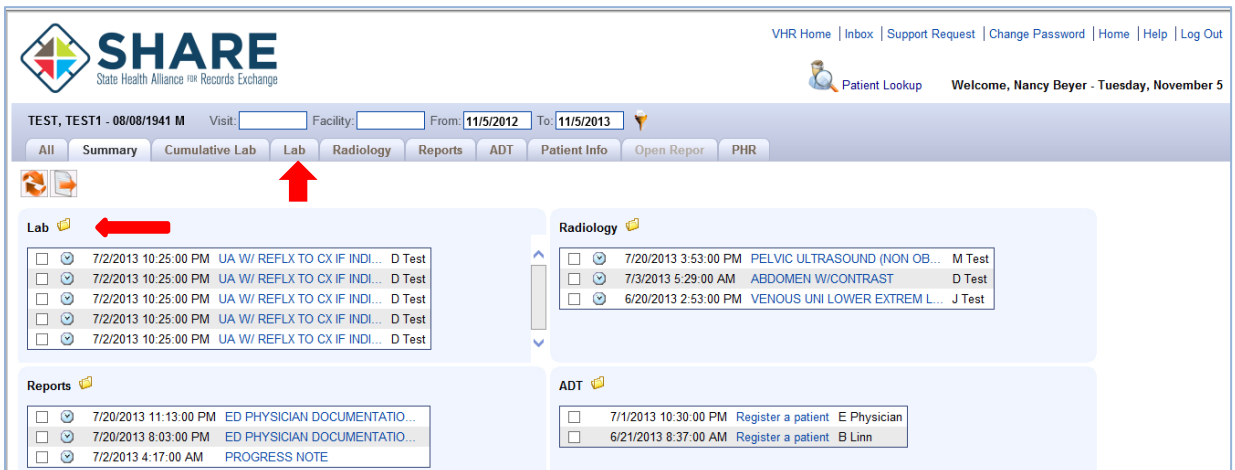
**Step 1:** Click the “Display graph for: “CREATININE” icon beside “CREATININE.”



**Step 2:** The system graphs the CREATININE for the patient. You can use this information to track the patient's diabetic progress. Select "Close" to close the graph.


## Lab Tab

**Step 1:** There are two ways to access the lab tab. The first way is to click the  icon next to "Lab" on the Summary screen. The second way is to click the "Lab" tab itself.




The screenshot shows the SHARE system interface with the 'Lab' tab selected. The 'TEST, TEST1 - 08/08/1941 M' patient record is displayed. The 'Lab' tab is selected, showing a list of lab results. A red arrow points to the 'Lab' tab. The 'Radiology' tab is also visible, showing a list of radiology results. The 'Reports' and 'ADT' tabs are also visible.

This tab displays all labs for the selected patient.


**SHARE**  
 State Health Alliance for Records Exchange
 

VHR Home | Inbox | Support Request | Change Password | Home | Help | Log Out

 Patient Lookup
 Welcome, Nancy Beyer - Tuesday, November 5

TEST, TEST1 - 08/08/1941 M Visit: Facility: From: 11/5/2012 To: 11/5/2013

All Summary Cumulative Lab Lab Radiology Reports ADT Patient Info Open Report PHR

Show All Search:

<input type="checkbox"/>	Result	Ordered By	Clinical Date	From/To	Attending Physician
<input type="checkbox"/>	UA W/ REFLX TO CX IF INDI...	D Test	7/2/2013 10:25:00 PM	NARMC	ER PHYSICIAN
<input type="checkbox"/>	UA W/ REFLX TO CX IF INDI...	D Test	7/2/2013 10:25:00 PM	NARMC	ER PHYSICIAN
<input type="checkbox"/>	UA W/ REFLX TO CX IF INDI...	D Test	7/2/2013 10:25:00 PM	NARMC	ER PHYSICIAN
<input type="checkbox"/>	UA W/ REFLX TO CX IF INDI...	D Test	7/2/2013 10:25:00 PM	NARMC	ER PHYSICIAN
<input type="checkbox"/>	UA W/ REFLX TO CX IF INDI...	D Test	7/2/2013 10:25:00 PM	NARMC	ER PHYSICIAN
<input type="checkbox"/>	UA W/ REFLX TO CX IF INDI...	D Test	7/2/2013 10:25:00 PM	NARMC	ER PHYSICIAN
<input type="checkbox"/>	UA W/ REFLX TO CX IF INDI...	D Test	7/2/2013 10:25:00 PM	NARMC	ER PHYSICIAN
<input type="checkbox"/>	UA W/ REFLX TO CX IF INDI...	D Test	7/2/2013 10:25:00 PM	NARMC	ER PHYSICIAN
<input type="checkbox"/>	UA W/ REFLX TO CX IF INDI...	D Test	7/2/2013 10:25:00 PM	NARMC	ER PHYSICIAN
<input type="checkbox"/>	UA W/ REFLX TO CX IF INDI...	D Test	7/2/2013 10:25:00 PM	NARMC	ER PHYSICIAN

**Step 2:** Click the blue link or lab name to open the lab report.

## Open Report Tab

When you select a lab result link, the lab report opens in the “Open Report” tab.

\* All action times shown on this page are in Central Daylight Time.

**Elysium FINAL LAB RESULTS FROM JRMC LAB**

PATIENT, TEST112 ID: 0107402982[JRMC] DOB: 24-Apr-2012 Age: 14 Months Sex: M Phone: Unknown

Ordered STAT by Order Protocol

\* All clinical times shown on this page are in Eastern Daylight Time.

**Comp Metab Panel** Sample taken on: 17-May-2013 06:50 PM

Observation	Value	Reference Range	Units	Note
Sodium, Serum	135	135 - 146	mMol/L	
Potassium, Serum	3.8	3.5 - 5.0	mMol/L	
Chloride	97	98 - 107	mMol/L	
Carbonate (CO2)	24	24 - 32	mMol/L	
Glucose, Random	270	70 - 120	mg/dl	
BUN	22	7 - 22	mg/dl	
Creatinine	1.1	0.5 - 1.2	mg/dl	
AST (SGOT)	18	12 - 45	U/L	
ALT (SGPT)	18	30 - 65	U/L	
Alk Phase, Serum	109	40 - 136	U/L	
Calcium, Serum	9.6	8.7 - 10.2	mg/dl	
Albumin, Serum	3.5	3.4 - 5.0	gm/dl	
Protein, Total	7.3	6.1 - 8.0	gm/dl	
Bilirubin, Total	0.2	0.0 - 1.2	mg/dl	

Date/time of specimen receipt: Data not supplied Date/time of report: Data not supplied Relevant Clinical Information: Data not supplied

## Abnormal Values

SHARE will show abnormal values within the lab tab with abnormal indicators. The ↑ indicates a high value and the ↓ indicates a low value.

## Radiology Tab

**Step 1:** Click the Radiology Tab. This tab displays all x-rays for the selected patient. To open a radiology report, simply click the blue radiology link and the report will display.

TEST, TEST2 - 01/01/1965 M Visit:  Facility:  From: 6/1/2013 To: 7/24/2013

All Summary Cumulative Lab Lab Radiology Reports ADT Patient Info Open Report

Show All ☒ Search:

<input type="checkbox"/>	Result	Ordered By	Clinical Date	From/To	Attending Physician
<input type="checkbox"/>	CHEST 1 VIEW	R Test	7/19/2013 10:45:00 AM	NARMC	
<input type="checkbox"/>	SCREENING MAMMOGRAM, BILA...	C Klepper	7/15/2013 7:56:00 PM	NARMC	
<input type="checkbox"/>	BRAIN W/O CONTRAST	J Sorg	6/21/2013 8:24:00 AM	NARMC	Doc Test

## Reports Tab

**Step 1:** Click the “Reports” tab. This tab displays all reports for the patient. Examples include: Inpatient, Ambulatory and Emergency Department. To view a report, click the blue report link or report name to display the full report.

TEST, TEST1 - 08/08/1941 M Visit:  Facility:  From: 6/1/2010 To: 7/23/2013

All Summary Cumulative Lab Lab Radiology Reports ADT Patient Info Open Report

Show All ☒ Search:

<input type="checkbox"/>	Result	Ordered By	Clinical Date	From/To	Attending Physician
<input type="checkbox"/>	ED PHYSICIAN DOCUMENTATIO...		7/20/2013 11:13:00 PM	NARMC	
<input type="checkbox"/>	ED PHYSICIAN DOCUMENTATIO...		7/20/2013 8:03:00 PM	NARMC	
<input type="checkbox"/>	PROGRESS NOTE		7/2/2013 4:17:00 AM	NARMC	

## Sorting

SHARE allows you to sort columns. This makes it easier to find the reports you are searching for. Click the “Ordered by” link above the provider names. The reports are sorted by the provider that ordered the test in ascending order. Each click on any column heading will sort the column in ascending/descending order.

TEST, TEST1 - 08/08/1941 M Visit:  Facility:  From: 6/1/2010 To: 7/23/2013

All Summary Cumulative Lab Lab Radiology Reports ADT Patient Info Open Report

Show All ☒ Search:

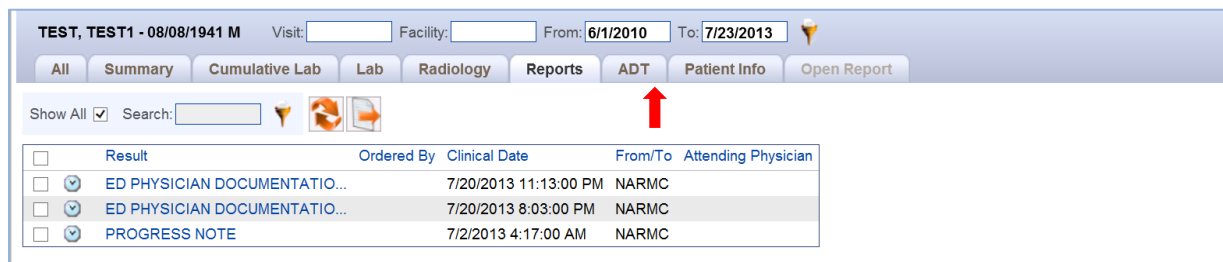
<input type="checkbox"/>	Result	Ordered By	Clinical Date	From/To	Attending Physician
<input type="checkbox"/>	ED PHYSICIAN DOCUMENTATIO...		7/20/2013 11:13:00 PM	NARMC	
<input type="checkbox"/>	ED PHYSICIAN DOCUMENTATIO...		7/20/2013 8:03:00 PM	NARMC	
<input type="checkbox"/>	PROGRESS NOTE		7/2/2013 4:17:00 AM	NARMC	

## Text Search

Another feature of SHARE is to allow the user to search for reports through a text search. This key word text search will display all reports containing the text. In this section, we will search for all chart notes.

## Reports Tab

**Step 1:** Click the “Reports” tab. This tab displays all reports for the patient. Examples include: Inpatient, Ambulatory and Emergency Department. To view a report, click the blue report link or report name to display the full report.



TEST, TEST1 - 08/08/1941 M Visit: Facility: From: 6/1/2010 To: 7/23/2013

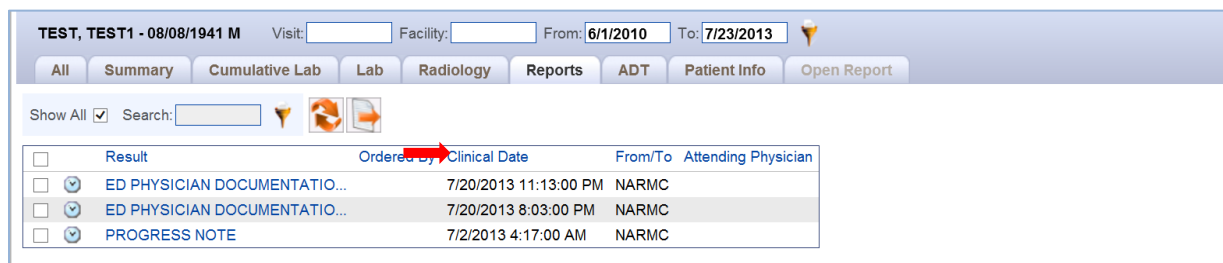
All Summary Cumulative Lab Lab Radiology **Reports** ADT Patient Info Open Report

Show All ☒ Search:

<input type="checkbox"/>	Result	Ordered By	Clinical Date	From/To	Attending Physician
<input type="checkbox"/>	ED PHYSICIAN DOCUMENTATIO...		7/20/2013 11:13:00 PM	NARMC	
<input type="checkbox"/>	ED PHYSICIAN DOCUMENTATIO...		7/20/2013 8:03:00 PM	NARMC	
<input type="checkbox"/>	PROGRESS NOTE		7/2/2013 4:17:00 AM	NARMC	

## Sorting

SHARE allows you to sort columns. This makes it easier to find the report he/she is searching for. Click the “Ordered by” link above the provider names. The reports are sorted by the provider that ordered the test in ascending order. Each click on any column heading will sort the column in ascending/descending order.



TEST, TEST1 - 08/08/1941 M Visit: Facility: From: 6/1/2010 To: 7/23/2013

All Summary Cumulative Lab Lab Radiology Reports ADT Patient Info Open Report

Show All ☒ Search:

<input type="checkbox"/>	Result	Ordered By	Clinical Date	From/To	Attending Physician
<input type="checkbox"/>	ED PHYSICIAN DOCUMENTATIO...		7/20/2013 11:13:00 PM	NARMC	
<input type="checkbox"/>	ED PHYSICIAN DOCUMENTATIO...		7/20/2013 8:03:00 PM	NARMC	
<input type="checkbox"/>	PROGRESS NOTE		7/2/2013 4:17:00 AM	NARMC	

## Text Search

SHARE also allows you to search for reports through a text search. This key word text search will display all reports containing the text. In this section, we will search for all chart notes.

**Step 1:** Click the check box (or uncheck) next to “Show All”.

**Step 2:** The “Search” box becomes active. Enter the text you wish to search for. The system displays only the reports with the text that was searched for.

**TEST, TEST1 - 08/08/1941 M** Visit:  Facility:  From:  To:

Show All ☐ Search:

<input type="checkbox"/>	Result	Ordered By	Clinical Date	From/To	Attending Physician
<input type="checkbox"/>	ED PHYSICIAN DOCUMENTATIO...		7/20/2013 11:13:00 PM	NARMC	
<input type="checkbox"/>	ED PHYSICIAN DOCUMENTATIO...		7/20/2013 8:03:00 PM	NARMC	
<input type="checkbox"/>	PELVIC ULTRASOUND (NON OB...	M Test	7/20/2013 3:53:00 PM	NARMC	
<input type="checkbox"/>	ABDOMEN W/CONTRAST	D Test	7/3/2013 5:29:00 AM	NARMC	
<input type="checkbox"/>	UA W/ REFLX TO CX IF INDI...	D Test	7/2/2013 10:25:00 PM	NARMC	ER PHYSICIAN
<input type="checkbox"/>	PROGRESS NOTE		7/2/2013 4:17:00 AM	NARMC	
<input type="checkbox"/>	Register a patient	E Physician	7/1/2013 10:30:00 PM	NARMC	ER PHYSICIAN
<input type="checkbox"/>	Register a patient	B Linn	6/21/2013 8:37:00 AM	NARMC	Brian Linn
<input type="checkbox"/>	VENOUS UNI LOWER EXTREM L...	J Test	6/20/2013 2:53:00 PM	NARMC	J. TEST
<input type="checkbox"/>	HEMOGLOBIN/HEMATOCRIT	R Test	6/20/2013 9:50:00 AM	NARMC	Robert Test
<input type="checkbox"/>	Hematoxylin + Eosin Stain	J Langston	6/20/2013	NARMC	DOCTOR TEST

## ADT Tab

As stated in previous sections, simply click on the ADT tab itself. This tab displays all Admission, Discharge and Transfer reports for the patient.


**TEST, TEST2 - 01/01/1965 M** Visit:  Facility:  From:  To:

Show All ☒ Search:



<input type="checkbox"/>	Result	Ordered By	Clinical Date	From/To	Attending Physician
<input type="checkbox"/>	Register a patient	P Staff	7/1/2013 10:30:00 PM	NARMC	PHYSICIAN NON STAFF
<input type="checkbox"/>	Admit/visit notification	T Linn	6/21/2013 9:53:00 AM	NARMC	Test Linn

## Patient Information Tab

**Step 1** Click the "Patient Info" tab. This tab displays all the basic information about the patient. Examples include: patient consent, demographics, insurance, allergies, medication history, problem list and providers.

TEST, TEST2 - 01/01/1965 M Visit:  Facility:  From: 6/1/2013 To: 7/24/2013 

[All](#)
[Summary](#)
[Cumulative Lab](#)
[Lab](#)
[Radiology](#)
[Reports](#)
[ADT](#)
[Patient Info](#)
[Open Report](#)

**Consent to Access** **Emergency**

Updated By: JRMCTEST Workgroup: Primary Clinical Workgroup On: 07/16/2013 09:06:19 AM CDT

**Basic**

Name: TEST, TEST2  
 Gender: M Age: 48 Years  
 Address: 19 ANY RD Born: 01-Jan-1965  
 TestON, AR 72601  
 Home: ( ) 688-3520 Email:  
 Race: Other race


MRN or ID: 35269999 [NARMC]  
 35269999 [JRMCTEST]  
 000608091138 [Elysium]

**Medical Insurance Plans**

Insurance Co. ▾	Plan ▾	Benefit ▾	Member ID ▾	Grp ID ▾	Admin. ▾	Eff. ▾	Exp. ▾	CP ▾	Primary Physician ▾
MEDICAID ARKANSAS	MCDAR	-	541256212	-	-	-	-	\$-	-


**Allergies**

First Noted ▾	Allergy ▾	Reaction ▾	Group ▾	Reported By ▾
07/16/13	K-Mag	Skin Rashes/Hives	Magnesium-containing Compounds...	R. TEST
07/16/13	L-Aspartic Acid	Shock/Unconsciousness	Aspartame and Phenylalanine	R. TEST

 = Non-coded entries

**Medications**

Started On ▾	Drug Name ▾	Dose Form Strength ▾	Sig ▾	Stop On ▾	Ongoing ▾	Rx By ▾
07/16/13	Fabrazyme	35 MG SOLR		07/16/14		Unknown
07/16/13	L-Carnitine	200 MG CAPS		07/16/14		Unknown

 = Free-text medication

**Problems**

Date Diagnosed ▾	ICD-9 ▾	Description ▾	Group ▾	Chronicity ▾	Last Noted ▾	Reported By ▾
07/16/13	663.6	VASC LESION CORD DELIVER		Acute		R. TEST
07/16/13	531.5	CHRON GASTRIC ULCER W PERFOR		Chronic		T. Axoloti

**Providers**

Start Date ▾	Name ▾	Relationship ▾	Workgroup / Practice ▾	Office Phone Number ▾
07/16/13	TEST DOCTOR	Primary Care Provider	Test One Workgroup	

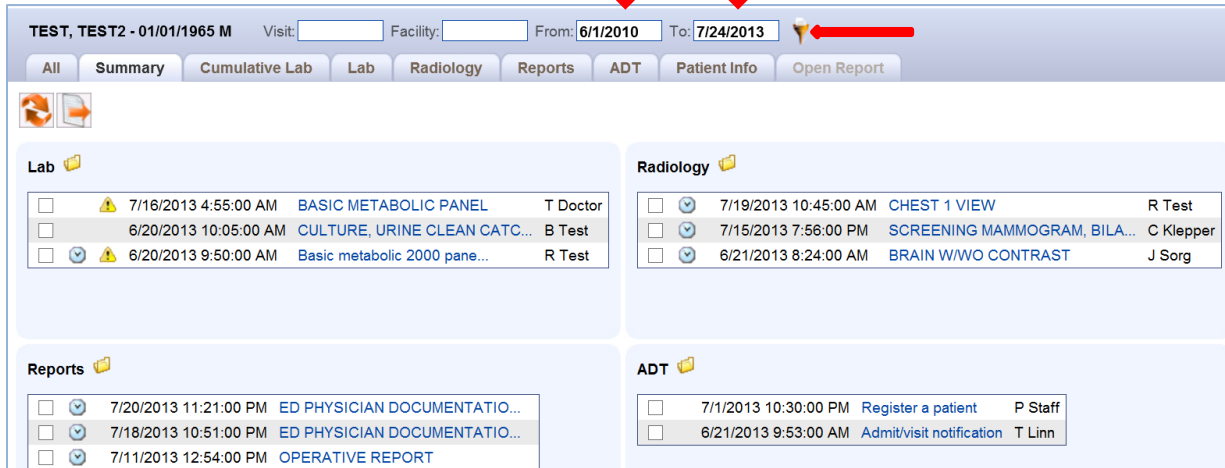
**Note:** Medications can be queried from this screen. This button is configurable to be turned on or off depending on the user role assigned. A QUERY button will be next to the Medications heading and will appear if you are allowed access to query the Surescripts database.


### Filter by Date

**Step 1:** Enter the earlier date and the latest date in the "From" and "To" fields to filter the number of reports to view. Click the "Search  icon". Note: The report dates are between your





requested dates and there is no “Next” option. It is also important to know that this filter will apply to all tabs until it is changed or removed by the user or until the user logs out.






**TEST, TEST2 - 01/01/1965 M** Visit:  Facility:  From:  To:  

**All** Summary Cumulative Lab Lab Radiology Reports ADT Patient Info Open Report




**Lab**

<input type="checkbox"/>		7/16/2013 4:55:00 AM	BASIC METABOLIC PANEL	T Doctor
<input type="checkbox"/>		6/20/2013 10:05:00 AM	CULTURE, URINE CLEAN CATC...	B Test
<input type="checkbox"/>		6/20/2013 9:50:00 AM	Basic metabolic 2000 pane...	R Test

**Radiology**


<input type="checkbox"/>		7/19/2013 10:45:00 AM	CHEST 1 VIEW	R Test
<input type="checkbox"/>		7/15/2013 7:56:00 PM	SCREENING MAMMOGRAM, BILA...	C Klepper
<input type="checkbox"/>		6/21/2013 8:24:00 AM	BRAIN W/WO CONTRAST	J Sorg

**Reports**

<input type="checkbox"/>		7/20/2013 11:21:00 PM	ED PHYSICIAN DOCUMENTATIO...	
<input type="checkbox"/>		7/18/2013 10:51:00 PM	ED PHYSICIAN DOCUMENTATIO...	
<input type="checkbox"/>		7/11/2013 12:54:00 PM	OPERATIVE REPORT	

**ADT**

<input type="checkbox"/>		7/1/2013 10:30:00 PM	Register a patient	P Staff
<input type="checkbox"/>		6/21/2013 9:53:00 AM	Admit/visit notification	T Linn

**Note:** To remove the filter dates, delete the dates in the “From” and “To” fields. Press the “Search  icon”.

## Questions & Technical Support

If you experience issues with the virtual health record, please consult our Help Desk at 1-855-SHAREAR (855-742-7327) or email [support@sharearkansas.com](mailto:support@sharearkansas.com).

For more information about SHARE, please go to [www.SHAREarkansas.com](http://www.SHAREarkansas.com).